

# GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

455 Avenue Alhambra, #6 ~ P.O. Box 335 ~ El Granada, California 94018  
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## MINUTES

### BOARD OF DIRECTORS MEETING

August 2, 2001

**CALL TO ORDER:** The meeting was called to order at 7:36 p.m. by Board President Joseph Carlevaris at the District Office in El Granada.

**ROLL CALL:** Attending members of the Board of Directors Members were: President Joseph Carlevaris, Vice-President Fran Pollard, and Secretary Leonard Woren. Treasurer Laura Stein was absent due to illness. Board of Directors Member Leni Schultz was absent.

Attending staff were: Legal Counsel Jonathan Wittwer, Engineer Howard Hoffman, Administrator Gina Holmes, and Assistant Administrator Delia Comito.

**GENERAL PUBLIC PARTICIPATION:** There were no speakers from the public.

**CONSENT AGENDA:** Director Woren held for discussion the following items: 1. Approval of meeting Minutes for April 5, 2001 (Tabled 7-19-01); 3. Approval of meeting Minutes for June 7, 2001 4. Approval of meeting Minutes for July 5, 2001 (Tabled 7-19-01); 5. Approval of Meeting Minutes for July 19, 2001.

Directors Pollard and Woren held for discussion the following items: 9. Approve Six Month Permit Extension for Raymond & Carrie Fisher: Permit #2824, Class 1A, Expires on: 8/16/01; 10. Accept Recommendation to Approve Application for Relief of Noncontingent Assessment For (1) Equivalent Residential Unit (Deborah Cohen).

**Director Woren moved to approve the following Consent agenda items:**

2. Approval of meeting Minutes for June 7, 2001 Special Meeting; 6. Approval of June Financial Statement (Tabled 7-19-01); 7. Approval of Warrants totaling \$62,085.59 (check #2916 to #2937) 8. Approval of payments from Bond Administration fund totaling \$8,175.92 (Wittwer \$1,657.42; Laster \$6,518.50), amending the warrant total to \$63, 067.61. (Woren/Pollard, 3-0)

9. Approve Six Month Permit Extension for Raymond & Carrie Fisher: Permit #2824, Class 1A, Expires on: 8/16/01: Director Woren suggested not approving extension, as it was issued against old capacity, and the Board discussed the reasons for the extension request. Director Woren directed Staff to contact the Fisher's for further information, and moved to table the item to the 8/16/01 meeting (**Director Woren/Pollard, 2-1, Carlevaris**). The motion passed.

10. Accept Recommendation to Approve Application for Relief of Noncontingent Assessment For (1) Equivalent Residential Unit (Deborah Cohen): Director Woren was concerned that the property owners requested two Assessments, and now wanted one. Director Woren moved to table this item until Administrative Staff could consult Bond Counsel regarding refunding requirements. Director Pollard seconded the motion, but there was no vote.

### **ACTION AGENDA**

11. Discuss/consider approving an Amendment to Ordinance No. 142 Section 603(c)(2)(c) to Allow for Monthly Board Consideration of Variance Applications for Parcels in S-17 & S-3 Zoning Greater Than 4,750 Sq. Ft. and in S-9 Zoning Greater Than 8,800 Sq. Ft.: After a brief report, District Administrator

Holmes requested that the Board consider directing District Counsel Jonathan Wittwer to return with an amendment to Ordinance No. 142. Director Woren moved to direct District Counsel Wittwer to return with an Amendment to Ordinance No. 142: Section 603(c)(2)(c) to Allow for Monthly Board Consideration of Variance Applications for Parcels in S-17 & S-3 Zoning Greater Than 4,750 Sq. Ft. and in S-9 Zoning Greater Than 8,800 Sq. Ft. **(Woren/Pollard, 3-0)**.

**12. Discuss/consider approving an Ordinance Amending Section 603(c) to Establish a Variance Procedure for a Sewer Permit for Mixed Use or other Residential Units Not Included in County of San Mateo Buildout Calculations:** District Counsel Wittwer reviewed the variance procedures established to date for Ordinance No. 139, and gave background on the Ordinance under consideration. The Board heard from the Public.

John Kroll asked about obtaining a mixed-use sewer connection permit in the CCR zone in Princeton under this Ordinance.

Returning to the Board, the Directors discussed mixed use zoning specifications. The Board determined that the Measure A Committee would check on certain mixed-use requirements with the County. District Counsel Wittwer recommended tabling this item until the Committee returned with the necessary information.

**13. Discuss/consider approval of exemption from Ordinance No. 139: Haberman, APN: 048-013-280, Cortez & Mirada, Miramar, Parcel: 4,400 sq. ft., Structure: 1,525 sq. ft., Zoning: R-1/S-9; Perkins, APN: 047-232-170, 456 Coronado St., El Granada Parcel: 2,693 sq. ft., Structure: 749 sq. ft., Zoning: R-3/S-3:** District Administrator Holmes reported the required 2% substantial expenditure had been met by each applicant, but the parcels legality hadn't been determined. Jim Irizarry, representing Joseph Haberman, spoke from the audience, asking the definition of a legal parcel. He said the parcel had a Coastal Development Permit.

Following discussion with District Counsel Wittwer regarding proving that a parcel was legal, Director Woren moved that the Board find that Haberman met the requirement for substantial expenditure, and that Grandfathering and exemption from Ordinance No. 139 would be subject to Haberman proving that his parcel was legal. **(Woren/Pollard, 3-0)**.

Steve Perkins spoke from the audience, saying there had been many parcel owners, but there was no intentional skirting of County requirements for merger of contiguous parcels in common ownership.

Director Carlevaris moved that the Board find that Perkins met the requirement for substantial expenditure, and that Grandfathering and exemption from Ordinance No. 139 would be subject to Perkins proving that his parcel was legal. **(Carlevaris/Pollard, 2-1, Woren)**.

**CONSENT AGENDA:** Returning to the items held for discussion from the Consent Agenda, the Directors agreed to table items 3, 4, and 5 until the next Board meeting.

**14. DIRECTORS' COMMENTS:** Director Woren reviewed the July 23 Sewer Authority Mid-Coastside Board meeting.

Bill Katke spoke from the public regarding upcoming meetings on a ballot measure to convert the Granada Sanitary District to a Community Services District.

## **INFORMATION CALENDAR**

**15. Administrator's Report: Update on Inner Harbor drainage tests:** District Administrator Holmes reported on the latest water tests conducted on 7/7/01 by the County Division of Environmental Health, the Sewer Authority Mid-Coastside, and the Granada Sanitary District. District Field Engineer Robert Item recommends the next District action should be televising laterals to the north of the storm drain with the culvert.

**16. Engineer's Report: Report of Recent Activities for July 2001:** District Engineer Hoffman briefly reviewed the July District Engineering activities. He reported billing changes, especially reduced Assessment District billing, due to increased work done by District Administrative Staff.

**17. Attorney's Report:** District Counsel Wittwer reported that he had filed for foreclosure on the properties for which owners had not paid the 1998 and/or 1999 delinquent Noncontingent Assessments.

**18. SET FUTURE AGENDA:** Discuss Agenda items for the August 16, 2001 Board Meeting: The Directors reviewed and discussed changes to the August 16, 2001 Draft Board Meeting agenda.

**19. ADJOURN TO CLOSED SESSION:** Conference with Labor Negotiators: Carlevaris and Woren Unrepresented employees: G. Holmes and D. Comito (Government Code Section 54957.6): President Carlevaris adjourned to Closed Session at 10:10 p.m.

**RECONVENE TO OPEN SESSION:** Report final Board action, if any, from Closed Session: Director Carlevaris reconvened to open session at 10:36 p.m.. District Counsel Wittwer stated there was no reportable action in Closed Session, but negotiations occurred that will require Board action, following discussion with District Unrepresented Employees.

#### **ACTION AGENDA**

**20. Discuss/consider approval of Compensation for Unrepresented Employees: District Administrator and Asst. Administrator:** Director Carlevaris reported to the Board that the Negotiating Committee--Directors Carlevaris and Woren--had agreed to salary increases for both District employees. Director Woren noted that Administrative Staff had been taking on more of the Engineers Assessment work. The Negotiating Committee further reported that new medical benefits had been negotiated with the District Employees.

Director Carlevaris moved to approve the following salary increases, effective from each employees' employment anniversary date: District Administrator Gina Holmes will be compensated \$50,000.00 yearly, and Assistant District Administrator Delia Comito will be compensated \$43,000.00 yearly.

Director Carlevaris further moved to approve the following medical benefit options: 1) Employees may choose one of the health care providers selected by the Negotiators and Employees offered through the CALPers Plan; 2) They will be compensated \$428.00 monthly by the District for their own health care plan. If her health care costs less than \$428.00 per month, she may keep the remaining compensation. If her health care plan cost more, the cost must be paid by the employee; 3) If the employee is not now covered by health insurance, she will continue to be compensated the previous medical benefit amount of \$365.00 monthly until she can provide proof of coverage. Health care coverage must be obtained, and proof of coverage provided within 90 days for an employee who is not currently covered. **(Carlevaris/Pollard, 3-0).**

**ADJOURN:** The meeting adjourned at 10:45 p.m. **(Woren/Pollard, 3-0)**

Dated September 6, 2001

Submitted by:

Approved by:

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Gina Holmes, District Administrator

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Leonard Woren, Board Secretary